



Planning and Development Services
10 N Bemiston
Clayton, Missouri 63105

HOUSING TASK FORCE

MINUTES HOUSING TASK FORCE MAY 16, 2007

ROLL CALL:

Nicki Herrington, Chair
Joanne Boulton
Andrea Dallas Maddox
Morris Sterneck
Jack Hambene
Joan Gallagher
Alex Berger III
Mary Huebner

Absent:

David Hoffman
Michelle Harris, Aldermanic Representative

City Staff:

Catherine Powers, Director of Planning & Development Services
Jackie Williams, Recording Secretary

The minutes of the April 18th, 2007 meeting were approved as presented, after having been distributed to each member.

The meeting began with review and discussion of the Clayton Road Property Owners packet which was distributed to each member prior to the meeting. Nicki Herrington will respond to the letter on behalf of the Housing Task Force.

Discussion ensued regarding making the current Urban Design District and commercial properties exempt from the Historic Preservation Ordinance. The consensus of the Task Force was that both would be exempt from the Ordinance.

Nicki Herrington asked Alex Berger if the City of Clayton paid for the phone pole regarding the Centene Development. Alex Berger responded “absolutely not”. A brief discussion continued regarding the Centene Development and marketing survey.

Review then began regarding the Housing Preservation Commission section of the Zoning Ordinance.

Clarification was made that the Preservation Ordinance will only affect residential neighborhoods that meet the following criteria: neighborhoods that are on the National Historic Register, neighborhoods that receive 2/3 vote from owners requesting the local Historic Designation and are not Urban Design Districts.

Discussion began regarding which commission would review and approve applications in historic districts. The Ordinance called for a Historic Preservation Commission, however, it was suggested that the Architectural Review Board be given this task because of the challenge of getting members to serve on a new committee. It was also suggested to hire/contract with an architect on a fee basis to review applications and present recommendations to the City.

Jack Hambene made the suggestion to change the name to the Housing Preservation Ordinance instead of the Housing Preservation Commission given the fact that a “Commission” may not be enacted. The members of the Housing Task Force agreed.

A line by line review of the Sample Ordinance began in comparison to the City’s proposed Housing Preservation section of the Zoning Ordinance.

It was recommended to remove “rather than develop” from the Purpose Statement.

Joanne Boulton agreed to re-review and make changes the Purpose Statement and review the meeting tape and update the Housing Preservation Ordinance section of the Zoning Ordinance based on the discussion of the Housing Task Force.

Discussion ensued regarding certificate of Economic Hardship and its purpose. It was recommended to add it to the Certificate of Appropriateness. All members of the Housing Task Force agreed.

It was recommended to add number 19 of the sample ordinance “To call upon available city staff members as well as other experts for technical advice”

It was also recommended to add verbiage pertaining to the Board giving the City Manager the authority to make the decision regarding consultant services in accordance with review and recommendation of projects in locally designated districts.

It was also recommended to add number 25 of the sample ordinance “To undertake any other action or activity necessary or appropriate to the implementation of its powers and duties or to implementation of the purpose of this ordinance.

Discussion regarding commission appointment specifications ensued.

Chairman Nicki Herrington called for a roll call vote to form a Historic Preservation Commission.

Ayes - Joanne Boulton
Andrea Maddox-Dallas
Mary Huebner

Nays - Nicki Herrington
Morris Sterneck
Jack Hambene
Joan Gallagher
Alex Berger

The recommendation to form a Historic Preservation Commission was denied by a vote of five to three therefore the Architectural Review Board will be the oversight committee.

Discussion began regarding the allotted time for approval or denial and recommendation of applications for demolition in locally designated districts.

Chairman Nicki Herrington called for a roll call vote to determine allotted time for review of applications.

180 Days - Nicki Herrington
Morris Sterneck
Jack Hambene
Joan Gallagher
Alex Berger

270 days - Joann Boulton
Andrea Maddox-Dallas
Mary Huebner

With a final vote of five to three, 180 days was approved as the time limit allotted for review of applications.

Recommendation was made to add the verbiage from the Sample Ordinance which states "A Certificate of Appropriateness shall become void unless construction is commenced within six months of date of issuance. Certificate of Appropriateness shall be issued for a period of eighteen months and are renewable. If the project is not completed according to the guidelines provided in the Certificate of Appropriateness, the project shall be deemed in violation of this ordinance".

A recommendation was also made to add the "Denial of a Certificate of Appropriateness" section of the sample ordinance to the HPC section of the Zoning Ordinance. "Standards for Review" should also be added as well as "Design Guidelines" and "Public Safety Exclusion".

Discussion then moved to inspections and a presentation by Joan Gallagher regarding property maintenance.

Joan Gallagher presented a packet to the members for review which outlines the current requirements for both residential and commercial property maintenance, issues, enforcement and recommendations.

Discussion ensued regarding the current city codes and consideration of updating codes. A recommendation was made to make the City's website more informative for code issues.

Chairman Nicki Herrington indicated that further discussion regarding the inspection program and property maintenance will continue at the next meeting.

Being no further comment, the next meeting of the Housing Task Force has been scheduled for June 20th, 2007 at 7:00pm.

The meeting adjourned at approximately 8:32 p.m.

Recording Secretary